

Workforce Partnership of Greater RI

Board of Directors

January 14, 2014

Present: Kevin Bettencourt, Vanessa Cooley, Bob Cooper, Thomas Fay, Victoria Gaillard-Garrick, Scott Greco, Kathleen Grygiel, Paul Harden, Karen Jedson, Steven Kitchin, Peter Koch, Robert Langlais, Mark Mancinho, Dorothy Mattiello, Joseph Oakes, Paul Ouellette, Raymond Pingitore, Lauren Slocum, Robin Ann Smith, Jason Vlaun, Jay Visnjic, James White, Paul Wielgus

Absent: Gip Cabral, Joseph DeSantis, Wendy Kagan, Sharon Lee, Gail Patry, Jennifer Rossi-Stephens, Scott Seaback

WPGRI Staff: Kara Aniballi, Maria Carlucci, Brian Gambardella, Sharon Geoffrey, Nancy Olson, Carlos Ribeiro, Diane Vendetti

DLT Staff: Dan Brown and Paul Genovesi

Welcome/Call to Order

Chair Steve Kitchin called the meeting to order at 8:07 a.m. and requested the Board review the minutes from November 13, 2014 Board of Directors Meeting.

Vote: Vanessa Cooley made a motion to approve the minutes as submitted. James White seconded the motion. The motion passed

unanimously.

Chairman's Report

Chair Kitchin reported he was asked to attend a meeting with Matt Weldon, Nancy Olson and Sue Chomka with Blackstone Valley Community Action Program (BVCAP) regarding services in the Blackstone Valley area.

Chair Kitchin stated Karen Jedson had agreed to Chair the Marketing Task Force Team but due to new work responsibilities had to step down as Chair. The Marketing Task Force team includes Scott Seaback, Gail Patry, and Wendy Kagan. Chair Kitchin stated Vice Chair and Chair of the Board Development Committee, Paul Ouellette, has agreed to take on the Marketing Task Force Team.

Chair Kitchin informed the Board he received a letter of resignation from Alexis Devine. Alexis works for Lifespan and represented the Health Care sector.

Vote: Lauren Slocum made a motion to accept Alexis Devine's resignation with regret. Robin Ann Smith seconded the motion. The motion passed unanimously.

Chair Kitchin then informed the Board he received a letter of resignation from Diane Cook. Diane worked for Department of Human Services and represented the mandated seat of TANF/SNAP.

Vote: Robert Langlais made a motion to accept Diane Cook's resignation with regret. Scott Greco seconded the motion. The motion passed unanimously.

Executive Directors Report

Executive Director Nancy Olson stated WPGRI is down two Senior Monitor and Evaluation Specialists. Kathy Quattrini has retired and Sharon Geoffrey has been promoted to Assistant Coordinator. Nancy stated she is going to backfill one of the Monitor positions at this time. That Monitor will work with both Youth and Adult programs.

Nancy stated WPGRI's website is still out for security testing. Nancy sent out the test site to all Board Members for their input and received feedback.

Nancy informed the Board that if approved by the Governors Workforce Board Strategic Investments Committee, the netWORKri offices will be purchasing new computers for all staff and customers of netWORKri. WPGRI will be contributing \$60,000 to support the computer needs of the WIA staff at the netWORKri offices.

Finance Update

Nancy Olson proceeded to give the Board the financial update. Nancy first went over WIA Adult, WIA Dislocated Worker, and WIA Youth numbers as of November 30, 2013. Nancy then updated the Board on

JDF Youth Centers, JDF Summer Youth, and TANF DHS Summer Youth numbers as of November 30, 2013. Nancy also reviewed the Workforce Innovation Grant and National Emergency Grant Funds as of November 30, 2013.

Vote: Bob Cooper made a motion to accept the Financial Report as submitted. Paul Wielgus seconded the motion. The motion passed unanimously.

Nominee's Resumes

Chair of the Board Development Committee, Paul Ouellette, presented Dean Patterson's resume for consideration. Dean is the Vice President of Information Technology at AAA Southern New England; if approved Dean will represent the Technology Industry.

Vote: Paul Ouellette made a motion to submit Dean Patterson's resume to the Governor for consideration of approval to WPGRI's Board of Directors. Joe Oakes seconded the motion. The motion passed unanimously.

Chair Ouellette then presented Roger J. LaFlamme's resume to the Board for consideration. Roger is the Owner/Executive Vice President of PolyWorks Inc.; if approved Roger will represent the Manufacturing Industry.

Vote: Paul Ouellette made a motion to submit Roger LaFlamme's

resume to the Governor for consideration of approval to WPGRI's Board of Directors. Mark Mancinho seconded the motion the motion passed unanimously.

Dashboard

Chair of the Strategic Development Committee, Paul Harden, presented a revised Dashboard based upon the Strategic Development Committee's feedback from the Board of Directors. The Dashboard included:

- 1. WIA Training contracts by month**
- 2. WIA services enrollments vs. annual plan**
- 3. Unemployment data by month from LMI and comparison from prior year**
- 4. Job placements by month including training related**
- 5. Top ITA training programs based on number of enrollments**
- 6. Top OJT training programs based on number of enrollments**

Chair Harden, stated the Committee agreed to expand the Dashboard to a multiple page document so that graphics would be easier to read. A mix of pie charts, line graphs and tables are used.

Revised Strategic Plan

Nancy Olson stated she worked with Chair of the Strategic Development Committee, Paul Harden, to redesign the one page Strategic Plan document. The document contains all the information that was worked on at the Strategic Retreat. The document has been reformatted to be user friendly. The new document includes WPGRI Mission Statement, the Greater RI Workforce Development System, the Strategic Priorities for 2013-2015, target populations, and the Strategic Priorities tracking document.

Committee Reports

Board Development Committee

Chair of the Board Development Committee, Paul Ouellette, had no new business to report.

Quality Assurance Committee

Chair of the Quality Assurance Committee, Joe Oakes, had no new business to report.

Strategic Development Committee

Chair of the Strategic Development Committee, Paul Harden, had no new business to report.

Finance Committee

Chair of the Finance Committee, Lauren Slocum stated the Finance Committee will be meeting quarterly. The new Finance Committee

schedule has been sent to the Finance Committee members.

Youth Council

On behalf of chair of the Youth Council, Gip Cabral, Nancy Olson stated there was no new business to report.

Nancy Olson introduced Dan Brown of the Governors Workforce Board who had an announcement. Dan stated the GWB has \$700,000 in incumbent worker training funds. The GWB will have a pre-proposal conference on Monday, January 27th at the Department of Labor and Training in conference room 73-1 at 8:00 a.m.

Adjournment

At 9:29 a.m. Chair Kitchin requested a motion to adjourn the meeting

Vote: Paul Ouellette made a motion to adjourn the meeting. Robin seconded the motion. The motion passed unanimously.

Respectfully submitted,

Kara Aniballi